

**CITY OF TAKOMA PARK, MARYLAND
(ADOPTED 11/8/04)**

**PRESENTATIONS, REGULAR MEETING, WORKSESSION & CLOSED SESSION
OF THE CITY COUNCIL**

Monday, February 23, 2004

OFFICIALS PRESENT:

Mayor Porter	City Manager Finn
Councilmember Austin-Lane	Deputy Manager Hobbs
Councilmember Barry	City Clerk Waters
Councilmember Elrich	Community & Government Liaison Ludlow
Councilmember Mizeur	Treasurer McKenzie
Councilmember Seamens	ECD Director Daines
Councilmember Williams	Landlord-Tenant Coordinator Walker
	Police Chief Creamer

The City Council convened at 7:37 p.m. in the Council Chambers of the Municipal Building, 7500 Maple Avenue, Takoma Park, Maryland.

COUNCIL COMMENTS

Ms. Porter commented on the vandalism of the newly opened Subway restaurant in Old Town. She expressed concern that something like this could happen in our community. She noted some pictures of the damage.

Ms. Austin-Lane said she supports the Mayor's comments. She is very interested in any comments that the Chief can provide and the reward money that is being offered for tips. This is not okay. It threatens the business community. There have been other instances of vandalism in the area, for instance, at the Gazebo.

Mr. Williams said the building is owned by Takoma Park residents and the owner is a local business owner. The whole thing is turned on its head in terms of what the people who did it were trying to say. It is an attempt at intimidation. It is a horrible thing to have happened.

Chief Creamer reported that the incident occurred over the weekend sometime Saturday night; the time not known exactly. She asked for audience assistance with tips. The Police are also distressed that anything like this could happen in the City. Detective Andrew John is assigned to this incident. There is a reward that is being offered by the City for information that will help to solve the crime.

Mr. Williams said that even though this particular instance was directed toward the specific business, some of the spray painting was done on other buildings in Old Town. He would like to see the graffiti removed quickly.

Mr. Seamens said would like to have a future agenda item to include a summary of the Closed Session discussions about the City Manager's evaluation. He would also like to receive a copy of the severance agreement. Additionally, he would like to schedule an agenda item to follow-up on last week's discussion of the community center and the plans for the interior of the building. Sooner than later.

Ms. Porter reported that she talked to the architect last week and he is working on some additional information. We may be able to schedule that discussion in the next few weeks. We will need to get legal advice on what information about the City Manager can be discussed in public.

Ms. Austin-Lane reported that there as been much community discussion regarding the community center. In addition to information about the interior construction for the center, she would also like to have a briefing about the project management. Who is reviewing the construction companies activities? Regarding the Tool Library, what is the status of the modified hours? A resident reported having been charged \$25 for a tool that was returned late.

Mr. Finn said there has been no policy change. He will look into the matter.

ADDITIONAL AGENDA ITEMS

None.

ADOPTION OF MINUTES

None.

PUBLIC COMMENTS

Wayne Sherwood, Grant Avenue (Hodges Heights Neighborhood Association) said the association and the Presbyterian Church are very upset with the Subway incident. We support the investigative efforts. He recalled last week's community center presentation. He suggested that there be time scheduled for public comments on the presentation. The information provided was long overdue. We would like to know the next steps in the project. He wants to know what the Council is going to do to bring this back into focus.

Ms. Porter thanked Mr. Sherwood for his comment. She said she will arrange another meeting with this as an agenda item. Part of that discussion will involve "where" to obtain more information and how to spend the funds available for the project.

Mary Carter-Williams, Eastern Avenue, presented the Council with a recently developed directory from the Department of Health and Human Services.

Sam Kitner, commented that he and wife are owners of the building that has been vandalized. He thanked the Council for its strong support and the Police Department's efforts to investigate the crime. He said that they have had other graffiti incidents; some have been reported to the police. He had thought that the person(s) responsible had ended their actions. Subway is a franchise, owned by an individual person. The gentleman who owns the business is paying money to be there. He also owns the Subway in Langley Park – a very successful business. He came to us about locating in Old Town. Since it opened, there has been a steady flow of business. This is a serious situation. Ultimately, a lot of good will come from this experience through the community support.

Ms. Porter expressed that the Council is very sorry that this happened to the property. Please extend the same sentiment to the business owner. This is not in the spirit of Takoma Park.

Ms. Austin-Lane added that we will be reaching out to the community over this matter. She noted Mr. Sherwood's remarks and the quick support for the business community.

Mary Carter-Williams reported that on February 25, at 7:00 p.m., there will be a public forum on the selection of the next City Manager.

Penny Jones, Director of OTBA, added that her organization was quite surprised and outraged with the escalating violence that occurred to the Subway. We have been aware of the previous incidents. The Executive Committee met this morning and feels that it is very important for residents and the business community to support the business owner and the Kitners, who own the building. She does not want this to lead to negative publicity for the area.

Chief Jarboe, Takoma Park Volunteer Fire Department, introduced Elmer Hamm, President of the TPVFD. He commented on the rash of fires that have been taking place in the area. We have to be careful when dealing with fire and the hazards. We also need to have working fire alarms on every level of the home; need to check them monthly; and need an escape plan. We still have free visual smoke alarms for the hearing impaired. Last year, we decided to purchase a thermal imaging camera for \$10,000. We purchased one a few years ago for about \$20,000. This is our contribution back to the community, made possible by our fundraising efforts. This type of camera enables us to see through the dark and smoke. The fire department is there for you. He thanked the citizens for their support so that this lifesaving tool could be purchased.

Ms. Porter thanked Mr. Hamm. She said she appreciates knowing that the fundraising was successful and that TPVFD was able to purchase the camera.

Chief Jarboe made further comments on how persons can obtain the free smoke alarms. Anyone interested should contact TPVFD.

Bev Habada, announced an upcoming lecture being offered at Columbia Union College at 6:30 p.m. in the Richards Hall Chapel. She presented a picture of the campus back in 1940.

Ms. Porter requested information about the lecture in electronic format.

Ms. Habada said she would provide the information. She described the photo of the campus. She will be coming back from time to time to provide historical information during the centennial year (1904-2004).

Ms. Porter announced a meeting of the Council on Thursday evening to have a follow-up discussion about Council goals. The meeting is open to the public. She is not sure whether it will be televised.

PRESENTATIONS

1. FY03 Audit Report. (Keith Novak, Linda McKenzie)

Keith Novak, Wooden & Benson, opened a sealed box with copies of the FY03 Audit Report and distributed to the Council. This is the official final copy of the audit of financial statements for FY03 and the Management Letter.

Ms. McKenzie introduced Keith Novak from Wooden & Benson, noting that the firm recently merged with Clifton Gunderson.

Ms. Porter explained why we made changes to comply with GASB-34.

Keith Novak commented on the merger. The financial statements have changed to comply with GASB-34. This had evolved over about 10 years. The change was to bring governments more in line with the way that corporations report. He noted the phase-in of the requirements based on the size of government. The City fell into the Phase II category. The first time the statements were complete in their entirety was last week. We got an Adobe PDF file to staff as quickly as possible for posting to the web site. There were some computer problems, health issues, and GASB-34 related requirements that slowed the process. This is the first time that the statements have been provided in final copy to Council and staff. He described the contents of the Annual Financial Report. The statistical section is the least changed in comparison to prior years. He then referred to the Independent Auditor's Report statement. The information in the report is reflective of the management of the City.

Ms. Porter noted the November 14, 2003 date that is on the statement.

Mr. Novak said this is the date of substantial completion of the field work. There are three phases to the work: close-out of prior year, review of records and pull-out of field work, then the final work. November 14 was the cut-off date for looking at additional data. From that point until we deliver the report, if we receive new information we would have to reopen the

statements. This date indicates that no new information has come to light that would affect the report of finances as of the conclusion of FY03. He explained full accrual reporting (Exhibit 1 & 2 of the report), commented on the Statement of Net Assets and Statement of Activities. He explained why Highway User monies are listed as restricted revenue. If the Council has anything to say about how the money can be spent, then it would be classed as a general revenue.

Ms. Porter noted that licensing fees are not shown for Housing and Community Development, as a charge for services.

Keith Novak said it probably should have been reflected here. It would otherwise be captured under General Government. A lot of people are still ironing out some of the bugs in this reporting. The Governmental Funds Balance Sheet is what you are used to seeing (modified accrual). The emphasis is on major funds. The special revenue funds are aggregated into a column headed non-major funds. He noted the "Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets" and the comments on Exhibits 5 & 6. He explained the "Statement of Revenues and Expenditures - Budget and Actual General Fund." This statement includes the original budget figures. He referred to the footnotes. On page 30, there is a note which is related to a management letter comment regarding uncollateralized balance. In this case the bank dropped the ball. They had pledged mortgage securities; the securities got redeemed and the bank never adjusted the collateral. The bank had reported to the City on a monthly basis that they were fully collateralized. When confirmations were sent out this year, we became aware that there was a period of time when monies were not collateralized. If it were a smaller bank, we would have been more concerned. The State wants to make sure that public funds are protected in the event that an institution were to go out of business. Without collateralization, the FDIC would come in and award only \$100,000. This is measured at one time in the year and it just so happened that on this one day of the year, there was a problem with uncollateralization. He explained how this could take place more often on a county level. The bank did admit that it was their mistake.

Mr. Williams noted that on page 11 he was struck by the equipment assets net of depreciation from 2002-2003.

Ms. McKenzie responded that the difference between \$2.9 and \$1.5 million was due to the more manual system in the past. This information is more accurate. She expressed the need to better track disposed equipment. They conducted a full inventory this year.

Mr. Novak noted the comments on page 15.

Ms. McKenzie said there were some items under \$5,000 in the old system that were written off.

Keith Novak said these types of adjustments have been occurring everywhere. Governments have not always been as focused on the monitoring of fixed assets. Efforts have traditionally been more toward providing services.

Mr. Williams referred to page 23 regarding the reporting entity since inception and an error on the page. This needs to be fixed because it is inaccurate. On page 38 there is a discussion of the pension plans. He noted the drop of a line in the copy.

Ms. McKenzie noted that police officers are now under a separate retirement system.

Mr. Williams referred to page 43 and noted the variance in licenses and permits.

Ms. McKenzie noted that the City decided not to do commercial inspections.

Mr. Williams referred to page 67 and pointed out the census data for the 25-44 age group over the years. This is the largest category. It is very instructive to see these figures.

Keith Novak referred to the management letter and described the issue of contract retainage.. When the bills are submitted for payment, the people who are handling the bills will just look at the bottom line. The “hold-back” figure (retainage) is ignored, but it is also a liability at the time of billing. The retainage was not being recorded. This was discussed with Ms. McKenzie and changes have been made to ensure that this is recorded as bills are submitted. He commented on the potential impact of not recording the retainage. He suggested that the finance staff record the retainage going forward.

Ms. Porter confirmed that the retainage is being “retained,” just that it has not been recorded. We did not have a running total of this owed money as a payable.

Keith Novak said these were the only two issues that wanted to bring to Council’s attention.

Mr. Seamens noted he only just received this information tonight.

Mr. Novak explained why it was not available earlier.

2. Montgomery College.

Suzanne Ludlow introduced several representatives from Montgomery College to provide an update on the campus expansion.

The Montgomery College representative commented on the process as an introduction and noted some highlights. This is a college-wide initiative, including Takoma Park, Rockville and Germantown. It is a five-part master plan. The planning process took two years. They worked with campus and faculty staff to formulate enrollment projections. The underlying data reflects the process and projection methodology that the state uses for all community colleges. We are looking at making a submission for state review. He commented on the presentations that are made to the City, Rockville and the county as projects come forward. There are a variety of opportunities for input on the project. He noted they expect a 21% growth rate by 2012. In looking at five geographical locations for work force development, Takoma Park was one

location.

Mr. Elrich said projections are based on past experience. What has been the growth rate of the college as a whole for the past five years?

The representative replied that the data presented is reflective of the past couple of years. However, we expect to see a demographic surge which will lead to an even higher growth rate. He noted the other factor of the Thornton Act, which extends to four year colleges. We are presenting a fairly conservative rate of growth.

Another representative from Montgomery College noted that the University of Maryland is putting a cap on its enrollment. We expect to see some more enrollment in community colleges.

The first representative remarked about library usage. We looked at our deferred maintenance issues. About three years ago we did an engineering survey; examined facilities and came to the conclusion that they have facilities that are in need of maintenance. Some were found to be old, from the 1960-1970s period, and reflective of the needs at those times. Overall, some of the needs that showed up demonstrate that the available space drives the programs and services. Goals have been identified. We are following the state guidelines for planning and in terms of how we look for programs to be put in the facilities. We want criteria to support the outcomes from the master planning process. He noted the additions to the Takoma Park, campus which are underway and planned. He remarked about the Rockville campus.

Mr. Seamens asked what makes the lab space skyrocket so much?

The representative replied that it is the new requirements related to lab spaces and also the increases in enrollment in the science fields. We need more sizeable spaces to respond to this growth. He noted the space deficiencies.

Mr. Barry asked about the factors behind the desire for campus growth

The representative responded. He commented on the administrative office location on Hungerford Drive. At the Takoma Park campus they wanted to respond to the growth needs and still be responsive to the needs of the surrounding community and historical neighborhood. They wanted to focus development in the existing tear-drop of the campus and focus on redevelopment of the older part of the campus. He remarked about timing for work on the administrative services building, the bridge, and another building. The focus on the older part of campus is in an initial stage which will look at a more dense section along Fenton street. There will be a new science and math center. He commented how the design will fit with the character of the neighborhood. Three buildings would need to be demolished to accommodate the resource center. He commented on the renovations for the remaining buildings.

Mr. Elrich said parking requirements have been met for current enrollment, but where will additional parking be provided for the 54% growth increase that has been suggested?

The representative replied that there will be a second garage facility on the Giant bakery site, with about 300 spaces. We looked at the parking issue in the master plan. If we build the second garage to coincide with the Cultural Arts Center in addition to the King Street building renovation, we feel this will respond to the needs.

Mr. Elrich, asked if he was referring to responding to the needs of space and students?

The representative replied, yes.

Mr. Elrich said, if lucky, we will get all of this built by 2008. You could very well be walking back in here in 2012-2013 projecting even a greater growth with no where else to build-out. Are you thinking about where to go next?

The representative replied, yes. We are looking at a 20-year land use plan. He commented on some more conceptual ideas for structures on the Giant lot. We have started to hint at other locations in the county to grow. An educational center is proposed for the WSSC property on Route 29. Some of that might take the load off of the existing campuses. The real opportunity for growth is the Germantown campus.

The other representative said there is a “state of the college” address planned in March. The current plan pushes development toward Georgia Avenue. We are interested in the sight-lines and passage through the campus. The college is being responsive to the community. We need to recognize the public policy aspects of community colleges.

Mr. Elrich asserted that, to the extent possible, we need to look more toward the 20-year plan. He said he understands the public policy aspect.

The representative said that the college has done a capacity study. We are looking at buildings and educational centers. The president will address growth projections at the upcoming public forum. The process will require working together with the communities to address the concerns.

Ms. Porter asked what will happen to the child development building?

The representative replied that, at most, we are talking about using it for temporary relocation of offices as other buildings are renovated. The college has no intention of altering the outside of the building. The building is something that conceivably the college might be interested in selling back to the City.

Ms. Porter noted the historic nature of the campus and stated that she is pleased that they are not doing changes on the current older part of the campus. She appreciates the sensitivity to the neighborhood. She encouraged the college to continue to work with the neighborhoods.

The college representative said he appreciates the work of the neighbors in developing the design of the buildings planned for the campus. They came up with a good plan.

Ms. Austin-Lane commended the college on the groundbreaking of the health-sciences building. This dovetails nicely with some of the things that we are doing in Takoma Park and other things taking place in the Silver Spring area. At the North Takoma meeting, there was support for enhancing the existing parking garage. With the existing child care center, Ms. Austin-Lane said she is glad to hear that the college is considering the possibility of selling the building back to the community. Traffic calming is something that the Council has prioritized. She has talked before about the Philadelphia / Georgia gateway. She would like the City and the college to work together on a redesign of this area.

The Montgomery College representative said, regarding the parking garage, they are going to do something to make it more attractive. It is number one on the President's priority list to make it more attractive. After the student services center, they will address the garage. He recalled public meetings where the Fenton Street alignment and pedestrian safety was discussed. We were not allowed to put speed humps on Fenton Street, but other improvements were for traffic calming and pedestrian safety.

Mr. Williams asked, are you thinking about other ways to partner with the community to offer facilities for local events and activities?

Dave replied that yes, opportunities are being discussed. The swimming pool is available to the public. He remarked about some of the things that will be housed in the student services building and said he thinks that the cultural arts center will bring in community events. It has a 500 seat auditorium and a black box theater.

Mr. Seamens said he spoke with Dr. Clarence Porter before tonight's meeting. He thanked him for the meetings with the community and for listening to the concerns. We have come a long way. It is apparent that the college listened and that some changes were made in the process. He noted how the college represents itself as a member of the community. He observed that the existing parking garage seems under-utilized while area streets are over crowded. What plans do you have to move the vehicles into the garage?

The college representative clarified that all new students receive mailings that describe the importance of not parking in the neighborhoods. We have people who walk the neighborhood and leave notices on student cars noting that they are violating school policy and risk disciplinary action. We advertise for students to use the garage. We have a good relationship with county parking enforcement officers, and they will come out and enforce parking. People do get tickets. Mr. Siebert is responsive to our requests.

Mr. Barry commented that the college has brought good news tonight. He noted the comments about job creation. He said he has some special populations in Ward 6 and wonders whether some thought has been given to using some office space or other facility in that area to provide work force development.

The college representative said that the college workforce development program is now in the

top five ranking. He thinks this is the type of program that can reach out to the community.

Another college representative noted that the college is actively looking at several sites in the Takoma-Langley area. The college will be working with the CDA and other agencies and we expect to be making a proposal in next few months.

Mr. Barry offered that he is happy to assist.

Following a scheduled break at 9:53 p.m., the Council reconvened in Regular Session.

REGULAR MEETING

3. 2nd Reading Ordinance re: Technical Ordinance Revisions.

Ms. Porter described the ordinance

Moved by Elrich; seconded by Barry.

Ordinance #2004-6 was adopted unanimously (VOTING FOR: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams).

ORDINANCE #2004-6 (Attached)

4. Single Reading Ordinance re: Police Training.

Ms. Porter explained that this is a direct follow-on from the presentation of the Diversity Survey report.

Mr. Hobbs explained the ordinance and the proposed training. It comes highly recommended. He said he has discussed the program with the owner of the company. We were unable to find another company that offers this training specifically designed for police. I feel this is worth pursuing. The course is \$9,600, about \$218/person for a 2-day training. The other component is for an in-house workshop with supervisors to develop standards for employees. This will cost another \$5,000-6,000 to work with the various position specifications. Overall, the cost is about \$16,000. There is money in the Non-Departmental budget that is set aside for this type of training.

Mr. Elrich said he is glad to see this. It addresses a real deficiency that has been long outstanding. He will support.

Mr. Seamens thanked Chief Creamer for bringing this forward. This is an outstanding problem. It is an example of your strong leadership. As you look at this program, noting the templates that are used, you need to keep in mind that employees are “individuals.”

Mr. Hobbs agreed with Mr. Seamens.

Mr. Barry asked how will we know that we are getting our money's worth?

Mr. Hobbs replied that we will conduct a survey in another year. We will also track the quality of evaluations and whether they are being done on a timely basis.

Ms. Porter commented on the monitoring of evaluations.

Mr. Barry inquired about the supervisory responsibility of a Corporal?

Mr. Hobbs said that Corporals can fill in for Sergeants. Also, Corporals are being trained for promotion to Sergeant.

Chief Creamer said the company made presentations at the last two national Chief's Conferences and conducted a seminar that was very well attended. The company is very well respected.

Moved by Williams; seconded by Elrich.

Ordinance #2004-7 was adopted unanimously (VOTING FOR: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams).

**ORDINANCE #2004-7
(Attached)**

WORKSESSION

5. Arts & Humanities Commission. (7 members present)

Randy Cohen, Chairman, commented on the mission and composition of the Arts and Humanities Commission. The group has met monthly. They have developed bylaws and communications mechanisms. Through our community mural project, around 30 community groups are painting murals about Takoma Park which will be displayed around the Municipal Center site. The murals promote a shared sense of community and diversity, and will bring beauty to the site. He noted the organizations who are participating in the project, which is City funded. He thanked Council for their support. The commission has used the City's funding to leverage supplies and paint for the project. There will be an unveiling of the murals at 2:00 p.m. on Saturday, March 20. It will be a free event. Our next project will be to work on a community cultural plan. Mr. Cohen thanked members of the Arts and Humanities Commission who are here this evening. He expressed gratitude to Sara Daines and her staff for their energy and guidance. Also, he noted the assistance of Public Works staff with the mural project. He thanked Councilmembers Austin-Lane and Williams for creating the momentum for establishing the Arts and Humanities Commission, and he thanked the Council for continued funding and

commitment to the arts in the community.

Ms. Porter thanked the commission for their work and said she is looking forward to the unveiling of the mural project on March 20.

Ms. Austin-Lane said the commission has \$10,000 allotted in FY04. She asked Mr. Cohen if he has a sense of what will be required in future years.

Mr. Cohen responded that the planning process will better define the budget. He would like to remain in budget with \$10,000 and possibly roll-over any unspent FY04 dollars into next year. He will discuss other projects at the next meeting.

Ms. Mizeur also thanked Mr. Cohen and the commission for their work. She said that given the importance of arts in our community and our desire to showcase that, it is amazing that we have not yet done a First Night Takoma Park. She observed that there is nothing in Montgomery County. She acquired some information about what is required to put together an application for a First Night event. We could tie in with some of our economic development initiatives. She would like to explore this with the Arts & Humanities Commission.

Mr. Cohen agreed.

Ms. Porter thanked Mr. Cohen for a great report. It seems there is some great progress.

6. Construction Management Contract.

Ms. Walker reported that under the rent stabilization program there are requirements related to capital improvements to a property. The landlord can petition to have the cost for improvements distributed across the units in the building. Up until October 2003, we had no mechanism to evaluate the value and quality of the improvements. We solicited proposals for this type of inspection service and received two bids. Since October 2003, we have been working with K&S Construction and have found that this has been an extremely helpful addition to the capital improvement petition process. It has assisted the rents analyst in making the determination about the rent increase. We have run out of money in the contract. We initially asked for \$5,000 to do this on a trial basis. The department has had an increase in these petitions over the past two years. We are asking for another \$5,000-6,000 be allotted to continue this contract.

Mr. Finn said that he authorized this and signed the contract for up to \$5,000. Now we are here for the Council to authorize the contract in excess of the initial \$5,000.

Mr. Elrich said he strongly supports it. The rents analyst had been presented with verifiable receipts and reports of work. This takes the subjectivity out of the evaluation.

Mr. Seamens thanked Ms. Walker and Mr. Finn for addressing this long standing serious problem. I have heard for years that rent increases were being based on improvements that had

not been performed. This is a creative way to address that concern. How many cases resulted in discovery of faulty reporting on the part of landlord?

Ms. Walker responded that there have been a few times when inspector had the landlord do further work. The inspector is finding that a lot of the work done is at less than the going rate. Landlords are trying to do things economically as they make improvements to properties.

Mr. Seamens said it sounds like the majority of the time things are working well.

Ms. Walker replied that when work has not been done, the inspector is insisting that the final decision on the petition be postponed until work is completed.

There was Council consensus to schedule the legislative item.

7. Official Minutes.

Ms. Waters gave a summary of her recommendation with respect to Official Minutes.

Mr. Elrich concurred with the addition of any questions or requests for additional information.

Mr. Seamens added he could support the action being discussed tonight but thinks that the video tape back-up should be extended longer than one year (i.e. 5 years).

Ms. Porter said she would not object to keeping video tapes indefinitely. There may be a small cost and it may require storage space.

Mr. Elrich asked if Cable has a DVD recorder which would reduce storage space.

Mr. Seamens said he would be interested to hear if it could save City Clerk time by cutting back on the content of the legislative session minutes.

Ms. Porter said they have discussed this in the past. Our minutes exceed the legal requirement. We can discuss this further.

Mr. Elrich said he would not like to cut back too far. Setting a minimum standard does not make him comfortable. Not everyone has access to the advanced technology to view a tape or DVD. He would agree to some reduction in length.

Mr. Williams said, in the end, he knows that paper will always be reliable regardless of where we are with technology. He noted his review of the archived minutes.

Ms. Porter said the quality of minutes is very good. In talking with Cathy, it sounds like it would take longer to do some intermediate content (e.g., summarize).

Ms. Waters gave a suggestion about preparation: Start with worksession minutes to coincide with the adoption of revisions to Chapter 1 & 2.

Ms. Porter noted that Cathy will not be available on Thursday evening for the Council Goals discussion. Will the Council be comfortable with the minutes of that meeting being the written outcomes of the discussion?

Mr. Seamens also noted that Mr. Barry and Ms. Austin-Lane will not be available on Thursday.

Ms. Austin-Lane will submit written comments for that discussion.

Mr. Barry said he has already submitted some written suggestions.

Ms. Mizeur asked whether the Mayor will provide the Council with a summary of the last discussion.

Ms. Porter replied, yes. It has not been determined “for sure” that it will not be televised. It is an open meeting and the public is invited.

Ms. Austin-Lane said we should do what we can to have the meeting televised, but if not, then at least video taped.

ADJOURNMENT/CLOSED SESSION

The Council adjourned at 10:51 p.m. and convened in Closed Session. Following the Closed Session, the Council adjourned for the evening.

Closed Session 2/23/04 - Moved by Barry; seconded by Austin-Lane. The Council voted unanimously to convene in Closed Session at 10:52 p.m. in the Council Chambers of the Municipal Building. OFFICIALS PRESENT: Porter, Austin-Lane, Barry, Elrich, Mizeur, Seamens, Williams. STAFF PRESENT: Finn, Waters, Silber. The Council discussed the lawsuit filed by Rudy Arredondo (Authority: Annotated Code of Maryland, State Government Article, Section 10-508(a)(1)(8)).
